



# COUNTY OF PLACER CIVIL SERVICE COMMISSION

**Monday – March 10, 2014**

## **AGENDA** **4:00 PM Closed Session** **4:30 PM Open Session**

**CIVIL SERVICE COMMISSION**  
JOHN COSTA  
RON LE DOUX  
DON NELSON, **Chair**  
ANDRAE RANDOLPH  
RICK WARD, **Vice Chair**

Nancy Nittler, Personnel Director  
Kellie Craig, Executive Secretary

**Placer County Personnel – Training Room**  
**145 Fulweiler Avenue, Suite 200**  
Auburn, CA 95603  
530-889-4060

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Placer County is committed to ensuring that persons with disabilities are provided the resources to participate fully in its public meetings. If you are hearing impaired, we have listening devices available. If you require additional disability-related modifications or accommodations, including auxiliary aids or services, please contact the Executive Secretary. If requested, the agenda shall be provided in appropriate alternative formats to persons with disabilities. All requests must be in writing and must be received by the Executive Secretary five business days prior to the scheduled meeting for which you are requesting accommodation. Requests received after such time will be accommodated only if time permits.

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### **4:00 PM ROLL CALL**

#### **CLOSED SESSION – PURSUANT TO GOVERNMENT CODE**

##### **I. PUBLIC EMPLOYEE PERFORMANCE EVALUATIONS**

- A. Closed Session - Evaluation of performance of various Placer County employees pursuant to Government Code Section 54957.1 and pursuant to Placer County Chapter 3, Code Section 3.04.650.

### **4:30 PM OPEN SESSION**

#### **FLAG SALUTE**

##### **I. REPORT OF ACTION TAKEN IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957.1.**

##### **II. AGENDA APPROVAL**

##### **III. MINUTES OF PREVIOUS MEETING – February 10, 2014**

- IV. PUBLIC COMMENT:** Persons may address the Commission on items not on this agenda. Please limit comments to 3 minutes per person since the time allocated for Public Comment is 15 minutes. If all comments cannot be heard within the 15-minute time limit, the Public Comment period will be taken up at the end of the regular session. The Commission is not permitted to take any action on items addressed under Public Comment.

**V. OLD BUSINESS - None**

**VI. NEW BUSINESS**

- A. Approval of merit increases for classified employees pursuant to Section 3.04.650 (progression in steps) of the Placer County Code.
- B. District Attorney – Reclassification request and non-competitive promotion. In the Investigations Unit (1) Secretary-Journey Position to classification of (1) Legal Secretary-Journey.
- C. Sheriff's Office – Reclassification request and non-competitive promotion. Reclassification and non-competitive promotion of (1) Administrative Secretary to classification of (1) Administrative Technician.
- D. Request for approval of Work out of Class Pay pursuant to Placer County Code Section 3.08.510 (C.)(5.) (c.) for employee(s) assigned to the department(s) of Administrative Services, Facility Services, Health and Human Services and Library.

**VII. COMMUNICATIONS - Reports to the Commission are informational items only. (No action will be taken)**

- A. Provisional appointment - (1) CDRA
- B. Report of leaves of absence
- C. Staff reports and correspondence
  - 1. Work out of Class Report – June 29, 2013 through December 27, 2013.
- D. Commissioner comments

**VIII. ADJOURNMENT**

**Civil Service Commission 2014 Meeting Schedule**

**Placer County Personnel – Training Room**

April 14	2014
May 12	2014
June 9	2014
July 14	2014
August 11	2014
September 8	2014
October 14	2014 (Tuesday)
November 10	2014
December 8	2014